



City of Santa Barbara

WIRELESS COMMUNICATION FACILITY DESIGN REVIEW SUBMITTAL CHECKLIST

Please submit the following information for Design Review**

1. **COMPLETED MASTER APPLICATION.**
2. **A DETAILED PROJECT DESCRIPTION LETTER** that includes the following information:
 - a. A statement describing the type of facility proposed, the overall dimensions, number of antennas, associated equipment cabinets, underground vaults, screening devices, and information on any additional non-communication antennas (G.P.S., radio, etc.) In addition, describe how it has been designed to minimize visual impacts.
 - b. A statement describing the other design and site alternatives considered and the reason this alternative was selected.
 - c. Information on grading or installation of roadway access.
3. **SITE PLAN** to include the following information: 1) Existing and proposed walls or fences; 2) Existing and proposed landscaping; 3) Proposed lighting; 4) Locations for all conduits, wiring, and exposed cables; 5) Any required vegetation clearing to operate the facility; 6) Distances to nearest residences, and 7) Identify and provide a detailed drawing of any ground disturbance related to trenching for utility connections.
4. **SCALED ELEVATION DRAWINGS** that clearly illustrate project details.
5. **COLOR PHOTOGRAPHS** of the building, site or the area that illustrate views from the surrounding project area.
6. **ACCURATE COLOR PHOTO SIMULATIONS** of the proposal from several vantage points.
7. **DOCUMENTATION** that the facility is categorically excluded from further RF emissions review in compliance with FCC regulations.
8. **DOCUMENTATION** that the noise generated by facility is within City thresholds.

****Please note that most projects for wireless facilities will require mailed noticing. Please refer to the "Questions and Answers regarding Mailed Noticing for the Architectural Board of Review (ABR) & Historic Landmarks Commission (HLC)" Handout for more information.**